



DELEGATED APPLICATIONS - ASSESSMENT SHEET

APPLICATION NO./ADDRESS:

DC/26/0027
Lock House , Lock, Partridge Green, West Sussex, RH13 8EG

DESCRIPTION:

Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Listed Building Consent).

RELEVANT PLANNING HISTORY:

DC/24/1667	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Full Application).	Application 17.01.2025	Refused	on
DC/24/1668	Conversion of a single dwelling to 5no. dwellings and conversion of the existing garage block with flat to single dwelling. (Listed Building Consent).	Application 17.01.2025	Refused	on
DC/25/0037	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Full Application).	Application 07.03.2025	Permitted	on
DC/25/0038	Conversion of a single dwelling into 3no. dwellings and conversion of the existing garage block with flat into single dwelling. (Listed Building Consent).	Application 07.03.2025	Permitted	on
DC/25/0359	Conversion of 2no. existing buildings to holiday let use. (Full Application).	Application 16.06.2025	Permitted	on
DC/25/0360	Conversion of 2no. existing buildings to holiday let use. (Listed Building Consent).	Application 16.06.2025	Permitted	on
DC/25/1539	Prior notification for the erection of an agricultural barn.	Prior Approval Required and PERMITTED on 14.11.2025		
DC/25/1881	Erection of a new build coach house building to be used as a holiday cottage. (Full Application).	Pending Consideration		
DC/25/1882	Erection of a new build coach house building to be used as a holiday cottage. (Listed Building Consent).	Pending Consideration		
DC/26/0026	Erection of a pitched roof extension to the east wing flat roof and erection of a single storey extension to the existing outbuilding. (Householder Application).	Pending Consideration		

RELEVANT PLANNING POLICIES

The National Planning Policy Framework (NPPF):

Horsham District Planning Framework (2015):

Policy 34- Cultural and Heritage Assets

West Grinstead Neighbourhood Plan:

The West Grinstead Neighbourhood Plan was formally made on 23 June 2021.

Policy 4: Green Infrastructure: Existing Trees, Hedgerows, Habitats and Wildlife

REPRESENTATIONS AND CONSULTATIONS RESPONSES

Where consultation responses have been summarised, it should be noted that Officers have had consideration of the full comments received, which are available to view on the public file at www.horsham.gov.uk

Consultations:

HDC Conservation Officer: No Objection

As this is a resubmission of a previously consented scheme, I am content for you to determine positively and with the previous conditions applied.

Parish Comments:

None received

Representations:

1 letter of objection received the respondent objects to the planning and listed building applications on the grounds of over-intensification, harm to rural character, residential amenity impacts, heritage harm, and failure to assess cumulative effects:

- Existing 15-bed property already has consent to expand to 27 bedrooms (including 2 holiday lets). New applications could raise this to 38 bedrooms (153% increase) or at minimum 30 bedrooms (100% increase).
- Scale is considered disproportionate, creating a level of activity more akin to an institutional use rather than a rural dwelling.
- Increased activity, vehicle movements and servicing would be out of keeping with the countryside setting.
- Intensification would erode rural character and conflict with landscape and character protection policies.
- Expected rise in noise, traffic and parking pressure, especially along Lock Lane.
- Lock Lane lies in Flood Zone 3 with no lawful evacuation route, raising safety concerns.
- Overall impact considered harmful to neighbouring amenity.
- Cumulative additions, extensions and reconfigurations would erode the historic integrity of the listed building.
- Prioritise maximising accommodation over conservation, conflicting with heritage policy.
- Multiple applications are seen as being submitted piecemeal without assessing combined impacts on character, amenity, sustainability and setting.

HUMAN RIGHTS AND EQUALITY:

The application has been considered having regard to Article 1 of the First Protocol of the Human Rights Act 1998, which sets out a person's rights to the peaceful enjoyment of property and Article 8 of the same Act, which sets out their rights in respect to private and family life and for the home. Officers consider that the proposal would not be contrary to the provisions of the above Articles.

The application has also been considered in accordance with Horsham District Council's public sector equality duty, which seeks to prevent unlawful discrimination, to promote equality of opportunity and to foster good relations between people in a diverse community, in accordance with Section 149 of the Equality Act 2010. In this case, the proposal is not anticipated to have any potential impact from an equality perspective.

PLANNING ASSESSMENT

Paragraph 215 of the NPPF (2025) states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the

asset's conservation, and the more important the asset, the greater that weight should be. Paragraph 216 advises that any harm to, or loss of, the significance of a designated heritage asset should require clear and convincing justification. Paragraph 218 states that where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal.

In addition, Section 66(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the Local Planning Authority to have special regard to the desirability of preserving the listed building, its setting, and any features of special architectural or historic interest which it possesses. Case law confirms that this duty must be given considerable importance and weight in the decision-making process.

Lock House is a Grade II Listed Building. The submitted Design, Access and Heritage Statement explains that the building was substantially extended and altered in the 1940s and later adapted in the 1970s when it became the Convent of the Visitation, at which time a flat-roofed first floor extension was constructed to the east wing.

The existing flat-roofed east wing is a later 20th century addition which does not positively reflect the traditional roof forms or architectural rhythm of the principal building.

The application seeks:

1. The erection of a pitched roof extension over the existing flat-roofed east wing; and
2. The erection of a single storey extension to the existing outbuilding within the curtilage.

The pitched roof extension mirrors a previously consented scheme (DC/17/1973). The previous assessment concluded that the works would harmonise with the design and character of the building and improve the balance of the elevation. Replacing the flat roof with a pitched form would reinforce the traditional roofscape and improve the visual balance of the south-east elevation.

The works would not involve the removal of historic fabric of particular significance and would better reflect the architectural language of the host building. The proposal would therefore preserve the significance of the Grade II Listed Building.

The outbuilding is a secondary structure within the curtilage of the listed building. It does not form part of the principal architectural composition of Lock House. The proposed single storey extension would be modest in scale and clearly subordinate. It would not affect the principal elevations or key heritage features of the listed building, nor would it result in harm to its setting. No historic fabric of significance would be lost.

The proposal would result in no harm to the significance of the designated heritage asset. The pitched roof extension would improve architectural balance, and the outbuilding extension would remain subordinate and ancillary. Listed Building Consent is therefore recommended for approval subject to conditions.

Recommendation: Application Permitted

Conditions:

- 1 **Standard Time Condition:** The works hereby permitted shall begin before the expiration of three years from the date of this consent.

Reason: To comply with Sections 18 (as amended) and 74 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 2 **Pre-Commencement Condition:** No works shall commence until a Method Statement providing specific details of the creation and treatment of the new second floor door opening between the existing hallway and to the extension (including details of construction, and

materials and appearance of the door) have been submitted to and approved in writing by the Local Planning Authority. The works shall thereafter be carried out in accordance with this Method Statement.

Reason: To ensure that the character, appearance and integrity of the building is not prejudiced, thereby preserving the special architectural or historic interest which it possesses and to comply with policy 34 of the Horsham District Planning Framework.

- 3 **Pre-Commencement Condition:** Notwithstanding previously submitted drawings, no works shall commence until the detailed design, including materials and finishes, of the following items have been submitted to and approved in writing by the Local Planning Authority:

- a. Roof detail (including ridge, eaves and verge detail)
- b. Rainwater goods
- c. All new external doors (including door furniture)
- d. All new windows (including reveals, cill and head treatment)
- e. Extraction flues and vents
- f. Dormer window details
- g. Brickwork panel including mortar mix and pointing detail
- h. Tile sample

The design and details for a, c, d & f shall be accompanied by elevations and section drawings to a minimum scale of 1:5 with full size moulding cross sections, where mouldings are used. The works shall thereafter be implemented strictly in accordance with the agreed details.

Reason: As this matter is fundamental to ensure that the character, appearance and integrity of the building is not prejudiced, thereby preserving the special architectural or historic interest which it possesses and to comply with Policy 34 of the Horsham District Planning Framework (2015).

- 4 **Regulatory Condition:** The materials and finishes of all new external walls, windows and roofs of the development hereby permitted shall match in type, colour and texture those of the existing building.

Reason: In the interests of visual amenity and in accordance with Policy 34 of the Horsham District Planning Framework (2015).

- 5 **Regulatory Condition:** All new and disturbed surfaces shall be made good at the time of works using materials of matching composition, form and finish to those of the listed building.

Reason: To ensure that the character, appearance and integrity of the building is not prejudiced, thereby preserving the special architectural or historic interest which it possesses and to comply with policy 34 of the Horsham District Planning Framework.

- 6 **Regulatory Condition:** All existing architectural features including staircases, balustrades, windows, doors, architraves, skirtings, dados, picture rails, panel work, fireplaces, tiling, corbelled arches, cornices, decorative ceilings and other decorative features shall be retained except where otherwise agreed in writing with the Local Planning Authority.

Reason: To ensure that the character, appearance and integrity of the building is not prejudiced, thereby preserving the special architectural or historic interest which it possesses and to comply with policy 34 of the Horsham District Planning Framework.

POSITIVE AND PROACTIVE STATEMENT

Statement pursuant to Article 35 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Local Planning Authority has acted positively and proactively in determining this application by assessing the proposal against all material considerations, including

planning policies and any representations that may have been received, in order to be able to, where possible, grant permission.

Plans list for: DC/26/0027

(The approved plans will form Condition 1 on the Decision Notice of all Permitted applications)

Schedule of plans/documents **approved**:

Plan Type	Description	Drawing Number	Received Date
Block plan		NONE	11.03.2026
Floor plan	Existing Second	L89PC/07	13.01.2026
Elevation plan	Existing North East Elevation	L89PC/10	13.01.2026
Elevation plan	Proposed North East	L89PC/17	13.01.2026
Elevation plan	Existing North West	L89PC/11	13.01.2026
Elevation plan	Proposed North West	L89PC/18	13.01.2026
Elevation plan	Existing South East	L89PC/09	13.01.2026
Elevation plan	Proposed South East	L89PC/16	13.01.2026
Roof plan	Proposed	L89PC/15	13.01.2026
Plans	New Windows	L89PC/20	13.01.2026
Location plan		NONE	13.01.2026
Floor plan	Proposed Second Floor	NONE	09.01.2026
Elevation plan	Proposed Elevations Cottage	NONE	13.01.2026
Floor plan	Proposed Floor Plan Cottage	NONE	16.03.2026
Elevation plan	Existing Garage Elevations	NONE	17.03.2026
Floor plan	Existing Garage Floor Plan	NONE	18.03.2026

DELEGATED

Case Officer sign/initial Shazia Penne Date: 23.03.2026

Authorising Officer sign/initial Robert Hermitage Date: 23.03.2026